



Dear applicant,

We understand that you have an Immigrant Visa interview scheduled at the embassy. Please follow the steps below for **courier delivery** when your passport is ready for collection after your visa is approved. **You must select the location.**

You will receive an e-mail or SMS notification at the email address/mobile phone number you provided, after 2-3 business days. You may collect your passport from that location between 10:00 a.m. and 6:00 p.m. the business day following notification. If you selected delivery, your passport will be delivered to the home or office address you provided in your contact record.

Below is the instruction on how to register for the courier pass back of your passport. This service is free of charge. Please follow the below instruction step by step to register your collection method. Once you have completed the registration, please bring along your collection method/delivery confirmation on your interview day.

To start the registration process, you must click "[Select Document Delivery Address](#)" from the home page of the website:

<http://www.ustraveldocs.com/my/index.html?firstTime=No>.

Consular Section  
Immigrant Visa Unit  
American Embassy  
376, Jalan Tun Razak  
Kuala Lumpur, Malaysia  
[klconsular@state.gov](mailto:klconsular@state.gov)

7/31/2014



### ADDITIONAL INFORMATION:

Please be aware that on the day of your interview applicant (one person) is required to **submit documents by 9:00AM** at the Embassy. **Please take a B number.** You will then return (with family, if any) at the scheduled time (13:30) of your interview to meet with Consular officer. Non-compliance with the above rule could result in a delay or postponement of your visa interview.

No cell phones or other electronic devices are allowed within the Embassy at any time.

- No food or drinks will be allowed within the Embassy at any time.
- No oversized bags such as luggage or backpacks are allowed within the Embassy at any time.

Non-compliance with any of the above can result in a delay of processing of your visa.

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ADDITIONAL DOCUMENTATION REQUIRED:

1) If you are processing as an **IR5** or **F4**, please submit:

- Original Birth certificates from the **petitioner**. Please translate if it is not in English. If these documents are not present at the time of your interview, this will result in a delay in the acquisition of your visa.

**All Applicants:**

- Certificate of Good Conduct (applicants). Valid for **one year** from issuance date. If a valid certificate not present at the time of your interview, this will result in a delay in the acquisition of your visa. Please reapply if it has expired.
- Please provide latest U.S. income **tax returns and W2** from your sponsor/s.
- **Expired passports** – if available and applicable.
- **Original divorce** and/or death certificate – petitioner/applicant, if applicable.

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## IMMIGRANT VISA APPLICATION

Form DS230 has been replaced with online CEAC form DS260. You need to complete this form now in order to continue your Immigrant Visa Application.

Please refer to <https://ceac.state.gov/iv/> to complete the online CEAC form DS260. Each applicant must submit a DS260 online form.

In order to complete the online CEAC form DS260, you will need your **Invoice and Beneficiary ID** which are available on your NVC appointment letter. If you do not have one, please contact NVC at: [NVCInquiry@state.gov](mailto:NVCInquiry@state.gov).

Please be advised the US Embassy Kuala Lumpur will **NOT** be able to provide these IDs. You are required to print and bring along the confirmation page on your interview day.